



DEPARTMENT OF THE ARMY

HEADQUARTERS UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
FORT MONROE, VIRGINIA 23651-5000

REPLY TO
ATTENTION OF

ATTG-C

JUL 11 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Distance Learning (DL) Course Implementation Procedures

1. References.

a. HQ TRADOC (ATOM-P) memorandum, Subject: Interim Policy, dated 28 Feb 01.

b. TRADOC Regulation 350-70, Systems Approach to Training Management, Processes, and Products.

2. This memorandum draws on relevant policies in the references to provide guidance and procedures for managing DL courseware and courses. Enclosure 1 contains implementing procedures for quota-managed DL units of instruction (i.e., courses and/or phases). Enclosure 2 contains implementing procedures for self-development and mission-immediate training using stand-alone DL units of instruction.

3. The procedures leverage features of the Army Training Requirements and Resources System (ATRRS) and the TRADOC Education Data System-Redesign (TREDS-R) to provide an interim learning management capability. They will remain in effect until publication of updates to reference 1b and fielding of the objective Learning Management System (LMS).

4. POC for these procedures are Mr. Paul McCarthy, DSN 680-5536 or (757) 788-5536, mccarthyp@monroe.army.mil; and Ms. Amy Aguilar, DSN 680-5540, (757) 788-5540, aguilara@monroe.army.mil. These procedures will appear on The Army Distance Learning Program home page at <http://www.tadlp.monroe.army.mil>.

FOR THE COMMANDER:

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